



# Secretary of State

*Kim Wyman*

Charities Program  
PO Box 40234  
Olympia, WA 98504  
Tel 360.725.0378

April 13, 2016

North Cascades Institute  
810 State Route 20  
SEDRO WOOLLEY, WA 98284

Charities Registration Number: 3291

Dear North Cascades Institute,

Thank you for submitting charities registration documents on behalf of North Cascades Institute. Your submission has been received and filed.

Renewal documents for North Cascades Institute will be due on or before **11/30/2016** and must be received (not postmarked) by the last business day of the month. We will send a reminder to the mailing address on file approximately 60 days before the renewal deadline. You may download a Charitable Organization Registration / Renewal form at any time from our website. Report any changes to your information by submitting a Charitable Organization or Combined Fund Drive Amendment form available on our website. (No filing fee.)

## Additional Requirements

**Make sure all solicitations include the required disclosure information** as described in the Charitable Solicitations Act, RCW 19.09.100. [www.sos.wa.gov/charities](http://www.sos.wa.gov/charities)

**Submit each commercial fundraiser contract**, a Fundraising Service Contract Registration Form and a \$20 filing fee before fundraising begins.

**Determine if the organization is a “trustee”** as defined under the Charitable Trust Act, RCW 11.110.020. If so, it may be subject to the Act and required to register as a “charitable trust.”

**Visit the Combined Fund Drive (CFD)** [www.cfd.wa.gov](http://www.cfd.wa.gov) to complete the registration process if the organization wishes to take part in the CFD.

Please contact our office at [charities@sos.wa.gov](mailto:charities@sos.wa.gov) or (360) 725-0378 if you have any questions.

Sincerely,

Charities Program  
Office of the Secretary of State  
[www.sos.wa.gov/charities](http://www.sos.wa.gov/charities)

This confirmation letter is the organization's proof of current registration. Please retain a copy for your records. A replacement confirmation letter can be purchased online at [www.sos.wa.gov/charities/letter.aspx](http://www.sos.wa.gov/charities/letter.aspx) or obtained directly from the Charities Program for a \$5 fee.